

# Interoffice Memo

To: George Purefoy  
From: Mack Borchardt  
Date: January 30, 2001  
Re: Architectural Services for Fire Station 4

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Submitted for your review and approval is the contract from Architects Phelps/Wood for design and construction of Frisco Fire Station 4. The architectural service fee is fixed at \$99,500.00. As you are aware, Architects Phelps/Wood performed the architectural services for Central Fire Station, as well as Fire Station 2 and Fire Station 3. Fire Station 4 will be located near the intersection of Legacy Dr. and Jetport Parkway.

The floor plan and overall layout of Fire Station 4 will be very similar to that of Fire Station 3 with additional bays and a training room. This fee for architectural services represents approximately 7.3% of a finished bid product total of \$1.35 million. Information we have obtained indicates that this is a very competitive fee percentage. We have requested from Architects Phelps/Wood, as we did with the previous two substations, that we be charged a fixed fee versus a percentage of finished product. I prefer this type of fee structure and feel that it is in the City's best interest to have the contract written in such a manner.

Please find attached comments based on a review of the contract by Mr. Randy Hullett of Abernathy, Roeder, Boyd & Joplin. As regards Mr. Hullett's comments on reimbursable expenses, these are typically very small amounts, but we are changing the contract such that a multiple of 1.0 will be used instead of 1.10 as stated in the contract originally submitted to us. Additionally, the time parameter will be changed to reflect four (4) months instead of five (5) for drawings ready to bid. This change is made in hopes that it will encourage the architect to complete the drawings in a timely fashion. We are also including the addendum supplied by Mr. Hullett with the contract.

Please contact me should you require additional information or have any questions regarding this request.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FRISCO, TEXAS  
HEREBY AUTHORIZING THE CITY MANAGER OF THE CITY OF FRISCO, TEXAS  
TO EXECUTE AN AGREEMENT TO PROVIDE ARCHITECT'S SERVICES FOR  
FIRE STATION NUMBER FOUR BY AN BETWEEN CITY OF FRISCO AND  
ARCHITECTS PHELPS/WOOD

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
FRISCO, TEXAS:

SECTION 1: The City Manager of the City of Frisco, Texas, is hereby authorized to  
execute, on behalf of the City Council of the City of Frisco, Texas, an Agreement to  
provide architect's services for Fire Station Number Four by an between City of  
Frisco and Architects Phelps/Wood, which is attached hereto and incorporated  
herein for all purposes.

SECTION 2: This Resolution shall take effect immediately upon its passage.

RESOLVED THIS the \_\_\_\_\_ day of \_\_\_\_\_ 2001.

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Kathleen A. Seei, Mayor

ATTEST TO:

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Nan Parker, City Secretary